

Bureau of Fire Services

Consumer Fireworks Certificate Application Process



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- This presentation starts with the application process assuming that you have already created an account. If you need assistance creating an account, please refer to the Intro-Login presentation, which you can find on our webpage at www.michigan.gov/bfs
- For information on Certificate Fee payment, Transfers, and Safety Fee reporting please refer back to our homepage and view the other presentations there.
- **All online consumer fireworks certificate applications are due by April 1. There are no exceptions made.**



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- Enter your User ID and password to begin.

User ID

Password

If you've forgotten your User Name and/or Password click [here](#) to search for your User Name and reset your password.

- PA 256 Sec. 4. (1) A person shall not sell consumer fireworks unless the person annually obtains and maintains a consumer fireworks certificate from the department under this section. A person who knows, or should know, that he or she is required to comply with this subsection and who fails or neglects to do so is guilty of a misdemeanor punishable by imprisonment for not more than 2 years or a fine, or both, with the fine as follows:
 - (a) For a first violation of this subsection, not more than \$5,000.00.
 - (b) For a second violation of this subsection, not more than \$20,000.00.
 - (c) For a third or subsequent violation of this subsection, not more than \$40,000.00.



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- Enter your User ID and password to begin.

User ID

Password

If you've forgotten your User Name and/or Password click [here](#) to search for your User Name and reset your password.

- Once you have logged in you will be able to submit certificate applications, low impact registrations, transfer applications, submit monthly sales reports, pay fire safety fees, update your contact address and review status of your applications.



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- The first page will contain your Business name or DBA along with the Certificate holder's name.
- This page will also contain a list of your applications submitted
- Click on “Consumer Fireworks Certificate Application, Transfer Application” to begin an application.

Menu

- Consumer Fireworks Certificate Application/Name Transfer Application
- Pay Fireworks Safety Fees
- Mailing/Contact Address Update
- Logout

Michigan Consumer Fireworks Home Page

Business Name or DBA: KT Test

Certificate Owner Name: K K T

Certifications/Registrations/Transfers

Consumer Non-Permanent Structure Certificate

Continue

Statute: Fireworks Safety Act

Certificate No: 2015-CT04426

Status: Pending

Issue Date:

Expiration Date:

LARA
LICENSING AND REGULATORY AFFAIRS

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Consumer Fireworks Certificate Application/Name Transfer Application

The State of Michigan will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs.

Please select the type of certificate you wish to apply for:

Statute:

Certificate Type:
Fireworks Safety Act

Payment Method:

NOTICE: The [redacted] emergency administrative rules pursuant to [redacted] 2011 Public Act 256, being MCL 28.470, and in accordance with the Administrative Procedures Act, being MCL 24.231 et seq.

For “Statute” Section: All applicants will select “Fireworks Safety Act” regardless of Certificate Type or Low Impact Registration. Please read this entire page before proceeding.



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Legal Consumer Fireworks

Examples of
**Consumer
Fireworks**
in Michigan



Aerials



Bottle Rockets/ Sky Rockets



Reloadable Shell Device

Roman Candles



Firecrackers



Missile Type
Rockets



Helicopter/
Aerial Spinners



Single Tube
Device with
Report

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Legal Low Impact Fireworks

Ground Based or Handheld Sparklers



Sparklers & Sparkler Trees



Cylindrical



Cone



Square

Calif. Rocket



May Not Have More Than 500g of Explosive Mixture.

Sparkling Wheel Devices



Ground Sparkling Devices



Ball & Disk



Cylindrical

Smoke Devices



Cylindrical



Calif. Smoke Candle



Smoke Cone

Examples
of **Low
Impact**
Fireworks
in Michigan



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Now you will pick the “Type” of application you are submitting. There are 2 Consumer choices, 2 Low Impact and 2 Transfer.

Please select the type of certificate you wish to apply for:

Statute:

Fireworks Safety Act

Certificate Type:

--Select Certificate Type--

Payment Method:

--Select Certificate Type--

Consumer Non-Permanent Structure Certificate

Consumer Permanent Structure Certificate

Location Transfer of Non-Permanent Structure

Low-Impact Registry Non-Permanent Structure

Low-Impact Registry Permanent Structure

Ownership Transfer of Consumer Certificate

Statute: Please

Certificate Type

You will be using for sales and type of fireworks you will be selling. If you are selling both Consumer and Low Impact you will do one of each application per location. Such as: Consumer Certificate for Non-

We will now break down the definition of each type.



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- **Consumer Non-Permanent Structure Certificate:** Choose this type if you are selling consumer grade fireworks in a **non-permanent facility** such as a tent or stand. Application deadline is midnight on April 1.
- **Consumer Permanent Structure Certificate:** Choose this type if you are selling consumer grade fireworks in a **permanent building**. Application deadline is midnight on April 1.
- **Low Impact Non-Permanent Structure:** Choose this type if you are selling low impact fireworks out of a **non-permanent facility** such as a tent or stand. You must register 10 days prior to sales.
- **Low Impact Permanent Structure:** Choose this type if you are selling low impact fireworks in a **permanent building**. You must register 10 days prior to sales.
- **Location Transfer:** Choose this type if you are moving the location of your temporary facility. Application deadline is June 1.
- **Ownership Transfer:** Choose this type if purchasing ownership of a certificate from another applicant.



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- Each retail sales location may sell one or both types of fireworks: Consumer and Low Impact . For each location you must have a Certificate and or Low Impact Registration.
- Without the proper Certification or Registration you will receive a citation per PA 256
- Please note: The “type” you choose has nothing to do with the duration of your sales, but rather the type of structure that you are selling from.



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Consumer Fireworks Certificate Application/Name Transfer Application

The State of Michigan will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs.

Please select the type of certificate you wish to apply for:

Statute:

Certificate Type:

Payment Method:

The last selection on this application page you will indicate your choice of payment method for the Certificate fee. When choosing one of the Low Impact Types your only choice will be “No Fee Required.”



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By choosing a Consumer Certificate type the payment methods will include “By Mail” and “Online.”

Consumer Fireworks Certificate Application/Name Transfer Application	
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The State of Michigan will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability or political beliefs.	
Please select the type of certificate you wish to apply for:	
Statute:	<input type="text" value="Fireworks Safety Act"/>
Certificate Type:	<input type="text" value="Consumer Permanent Structure Certificate"/>
Payment Method:	<input type="text" value="--Select Payment Type--"/> <input type="text" value="--Select Payment Type--"/> <input type="text" value="By Mail"/> <input type="text" value="Online"/>

After all options have been selected and you have carefully read the entire page you will click on the “Agreement” button at the bottom of the page.

NOTE: Once you click on the “Agreement” button **you will not be able to return to this page and change your Certificate Type or the Payment Method.**



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Please read the following screen for important information.

Menu

☐ Retail Sales Physical Address

☐ Application Questionnaire

☐ Required Document Information

☐ Finish

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[Logout](#)

Additional Application Information

Making Contact with the Bureau of Fire Services:

- a. Due to the busy nature of the fireworks season, we are not able to answer all phone calls. We strongly encourage you to direct any questions or concerns to fireworks@michigan.gov for the fastest response. The email box is continually monitored by multiple people during regular business hours Monday-Friday. In your email please provide identifiable information so that we may answer your question quickly and effectively. Appropriate information would include first and last name of the certificate holder, the certificate number, low impact registration number, sales location, and any other important details as well as your question.
- b. When completing your application, **it is crucial that you give us an email address that you check frequently because we use email for the majority of our correspondence.**
- c. If you call and leave a voicemail, please provide us with enough information in order to provide a quick and effective response. Appropriate information would include first and last name of the certificate holder, certificate number, low impact registration number, sales location, and any other important details as well as your question. Please also check your email within 24 hours after leaving a voicemail as it is likely that you will receive a response via email.
- d. If there are any updates regarding the status of your certificate, any documents that are missing, any safety fee report that is missing, or any other problem then we will send you an email.

Certificate Status Check and Incomplete Applications:

- a. If you see a red link "Continue", it means that your application is not finished. **We cannot process your documentation until the online application is complete.** Please click on the red continue link and go through to

Click on the
"Agreement"
button after
reading the
page.

Please note: If you have delinquent sales reports or safety fees from 2014, you will be denied a certificate for 2015.



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Menu

- ☐ Retail Sales Physical Address
- ☐ Application Questionnaire
- ☐ Required Document Information
- ☐ Finish
- [Certificate Home Page](#)
- [Logout](#)

Retail Sales Physical Address

This is the address on record for your certificate and physical location of the retail sales. At this time you may make any necessary changes in the fields below. There is a 40 character limit for the address lines. Once all the information is correct, click the “**Update Retail Sales Address**” button to continue. You will have an opportunity to confirm all the information and "complete" the application.

*Street Address:	<input type="text"/>
Line 2:	<input type="text"/>
Line 3:	<input type="text"/>
*City:	<input type="text"/>
*State:	<input type="text" value="MI"/> <input type="button" value="v"/>
*Zip:	<input type="text"/>
Example: 48909	
*County:	<input type="text"/>
*Email:	<input type="text"/>
*Daytime Phone:	<input type="text"/>
Example: 5175551212	
Fax:	<input type="text"/>
Example: 5175551212	

You will now enter the exact address of your Retail Sales location.

You will repeat the entire application process to obtain a Certificate/Registration number for each individual retail sales location. This applies to both Consumer Certificates and Low Impact Registration.

You are required to include your phone number and email address. **We will primarily use your email address for contact.**

When complete click on the “Update Retail Sales Address” button at the bottom of the page.



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- Next you can confirm your Retail Sales location address. If you need to edit any of the information click on the “here” link above the address and redo your entry. When you confirm that the address and other information is correct click on the “Complete” button.

Retail Sales Physical Address	
Menu	Please review the information listed below. This is the address currently listed for your retail sales location printed on the Certificate.
<input type="checkbox"/> Retail Sales Physical Address	<ul style="list-style-type: none">Click here to edit your address shown below if needed.When your information is accurate click on the Complete button.
<input type="checkbox"/> Application Questionnaire	
<input type="checkbox"/> Required Document Information	
<input type="checkbox"/> Finish	
Certificate Home Page	
Logout	
	Address: 123 Street Haven MI 42179
	Country: United States
	Email: anyemail@fake.net
	Phone: 517-555-1212
	Fax:
	<input type="button" value="Complete"/>



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Complete all fields and hit the submit button.

Question	Answer
1. Is the applicant a sole proprietorship? If NO, Enter your Federal Taxpayer Identification Number below, If YES proceed to question 3.	Please Choose ▼
2.What is your Federal Taxpayer Identification Number?	<input type="text"/>
3.What is your current Michigan Sales Tax License Number?	<input type="text"/>
4. What is your current Michigan Sales Tax License Expiration Date? (mm/dd/yyyy)	<input type="text"/>
5.The amount of consumer fireworks on hand determines many safety code requirements. The exempt amount is 500 pounds gross weight of packaged fireworks. Refer to Section 7.3.1 of NFPA 1124, 2006 edition for further details. Is the amount of consumer fireworks on hand/on display under the exempt amount?	Please Choose ▼
6.At what address will you be storing fireworks? (street, city, zip)	<input type="text"/>
7.In which city, township or village will your retail sales be located?	<input type="text"/>
8.Have you been sentenced for a felony conviction within the preceding 5 years? Per PA 256 of 2011, Section 28.468b, applicants who answer yes will not be issued a Consumer Certificate.	Please Choose ▼
9.Have you ever been convicted of a felony involving theft, fraud, or arson? Per PA 256 of 2011, Section 28.468b, applicants who answer yes will not be issued a Consumer Certificate.	Please Choose ▼
10.Per Fire Safety Rule 29.2914 Consumer Fireworks shall not be sold prior to inspection unless the applicant attests to complete compliance of Section 5 of PA Act 256 of 2011, NFPA 1124 Section 7, and all Fireworks Safety General Rules. Do you attest to compliance prior to inspection and start of any retail sales? If you answer Yes: you may start selling once you receive the certificate, prior to inspection. You will be assuming responsibility for compliance and be subject to possible civil fines and/or misdemeanor charges as described in PA 256 of 2011 and the current Fireworks Safety General Rules. Both are posted on the Fireworks Program home page. If you answer No:you may NOT start selling until you have received the certificate and an approved inspection report.	Please Choose ▼

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- This Application Summary page will allow you to completely review all of the entries you have just completed. If necessary you will be able to click on any of the menu items listed to edit any information. Once you have confirmed all of the information to be correct you will click on the “Pay Fees and Submit” button.

When submitting the required documents, please remember to **put the certificate number at the top of each one**. This numbers looks like 2015-CX0XXXX or 2015-LX0XXXX

Application Summary

Your application is summarized below. Please review the information carefully for accuracy and print a copy for your records.

You can go back to any step in the process by clicking on it's link on the left. Click the Finish link to return to this page.

When all application information is accurate click the "Pay Fees and Submit" button to complete your application. Failure to do so will keep your application from being processed.

By submitting this application, applicants acknowledge that they will adhere to and be subject to the applicable administrative rules promulgated by the Department under Section 20 of the Michigan Fireworks Safety Act, Public Act 256 of 2011, being MCL 28.470.

[Pay Fees and Submit](#)



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- You can find more information regarding the fireworks process by going to our webpage, www.michigan.gov/bfs, and browsing through the other tutorials that we have posted there.
- You can contact us with questions at fireworks@michigan.gov or by calling 517-373-7441
- **Note: Due to the high volume of calls, emailing us is the best way to get a quick and effective response. Our goal is to return your phone calls within 24 hours.**

